



Renton Regional Fire Authority
18002 108th Ave SE
Renton, WA 98055
Office: (425) 276-9500
Fax: (425) 276-9592

MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, December 9, 2019

Renton City Hall – 1055 South Grady Way, Renton

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Pavone called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Armondo Pavone, Chair (City of Renton)
Kerry Abercrombie, Vice Chair (Fire District 25)
Don Persson (City of Renton)
Marcus Morrell (Fire District 25)
Ed Prince (City of Renton)
Myron Meikle (Fire District 25)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Administrative Staff Present:

Deputy Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Chief Administration Officer Samantha Babich, Battalion Chiefs Will Aho, Mark Seaver, Erik Hammes, Kevin Anderson, and Rick Myking, Lieutenant Rick Laycock, Lead Plans Reviewer Corey Thomas, Plans Reviewer Cory Cappelletti, Deputy Fire Marshals Donnerstag, and Kiker, Sr. HR Analysts Jennifer Zinck, and Kathy Tarli, Finance Analyst LaQuanza Flowers, Communications Manager Katie Lewis, Administrative Supervisor Christine Noddings and Administrative Specialist Linda Mann.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Persson to excuse the absent Board Member from the meeting. **MOTION CARRIED (5-0)**

At 10:02 a.m., Board Member Prince arrived.

AGENDA MODIFICATIONS

It was requested that the announcements, proclamations, and presentations be moved to the end of the meeting.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Appreciation Presentation

Board Members Armondo Pavone, Don Persson, and Ed Prince were each presented with a plaque thanking them for three years of dedicated service on the Governance Board.

Unit Citation Ceremony

GOVERNANCE BOARD REGULAR MEETING MINUTES

December 9, 2019

Page 2 of 4

Battalion Chief Mark Seaver presented Lieutenant Jason Lundin, Firefighter Zachary Forghani, and Firefighter Ben Thomas with a unit citation for their excellent performance on an incident that took place on October 12, 2019, which resulted in a positive outcome.

Medal of Valor Ceremony

Deputy Chief Gunsolus presented Lieutenant Neil Samuelson, and Firefighter Adam Bloom with a medal of valor for their heroic efforts on an incident that took place on July 5, 2019, which resulted in a life being saved.

Promotion Ceremony

Renton Regional Fire Authority will promote 34 people, effective January 1, 2020:

- Terrie Weaver – Firefighter to Lieutenant
- Ken Kiker – Deputy Fire Marshal I to Deputy Fire Marshal III
- 32 Firefighters to Engineers

Battalion Chief Erik Hammes presented Terrie with a badge and helmet with her new rank. Lead Plans Reviewer Corey Thomas presented Ken with a certificate. Deputy Chief Gunsolus presented the Engineers with a badge.

PUBLIC COMMENT

Fire District #40 Commissioner Charlotte Ryan read a letter regarding the Renton Regional Fire Authority Newsletter: Fairwood Edition.

CONSENT AGENDA

A **MOTION** was made by Board Vice Chair Abercrombie and **SECONDED** by Board Member Persson to approve the consent agenda for December 9, 2019. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for December 9, 2019.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Deputy Chief Gunsolus's report included the following:

- Salvation Army Red Kettle Day: Volunteers are the difference between an empty kettle and one that raises about \$30 per hour – enough to provide a family with two bags of groceries, or shelter an individual for a night. On Saturday, December 7th, volunteers from Renton RFA stood together in the front of Fred Meyer on Rainier Avenue to ring the bell and support the Renton Community this holiday season.
- 2019 Firefighter Holiday Adopt-A-Family Program: Again this year, our members, in partnership with the Renton Firefighters Union and Communities in Schools, will be providing families in need with holiday gifts and meals. Each fire station and Admin/Office of the Fire Marshal sponsors one family. The gifts will be delivered to each of the families by Santa and his driver in the Union Pumper on December 22nd.

GOVERNANCE BOARD REGULAR MEETING MINUTES

December 9, 2019

Page 3 of 4

- New Promotions: Later on in this meeting, the Renton Regional Fire Authority will have the pleasure of promoting 32 members to Engineer, one member to Lieutenant, and one member to Deputy Fire Marshal III. In addition, we will be presenting two Medals of Valor and 3 Unit Citations to those who have gone above and beyond the call of duty.
- Purchases: Per policy, Deputy Chief Gunsolus is notifying the Board of the following purchases: SCBA Air Cylinders - \$28,414.32, and New Recruit PPE for Winter 2019 - \$26,432.45.

DEPARTMENT REPORTS

There were no department reports.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

2018 Financial and Accountability Audit Report/SAO

The 2018 Financial and Accountability Audit is complete. The two State Auditors that worked on the audit presented the Board with the report and noted that there were no findings and the RRFA had a clean audit.

There was no action taken.

FS 14 Training Rooms AV Equipment Request

AV equipment for the station 14 divided training rooms have been a significant issue for several years. We have engaged the AV vendor used for Station 13 to install new AV equipment in both training rooms similar to that installed in the Station 13 conference room: Replace projections systems (x2), display panels (x2), equipment rack (1), microphones, speakers, touch-panel user interface (x3), and 1 year service plan. This will allow for each room to be used independently or opened and used as a single training room. Staff are requesting approval for new AV equipment similar to that installed in the Station 13 conference room.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Prince to approve the training room AV system upgrade and one year service plan option as proposed in the amount of \$115,000.00 and authorize the staff to sign the authorization to proceed. **MOTION CARRIED (6-0)**

Request to cancel December 23, 2019 Sub-Committee Meetings

The next sub-committee meetings are scheduled for Monday, December 23, 2019 which falls on a holiday week in which staffing is reduced significantly. Staff is requesting to cancel the Finance, and Operations & Capital sub-committee meetings for that day.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Meikle to cancel the sub-committee meetings scheduled for December 23, 2019. **MOTION CARRIED (6-0)**

GOVERNANCE BOARD REGULAR MEETING MINUTES

December 9, 2019

Page 4 of 4

GOOD OF THE ORDER

Board Chair Pavone, Board Member Persson, and Board Member Prince all mentioned what an honor it was to serve on the Board and thanked everyone for making the RFA successful!

EXECUTIVE SESSION

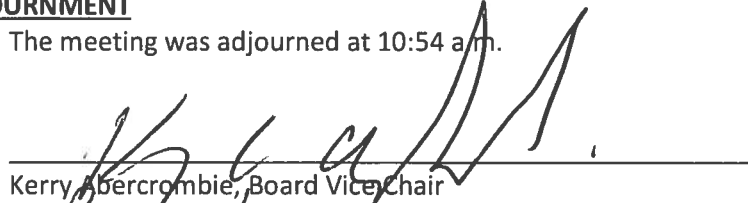
There was no executive session.

FUTURE MEETINGS

Monday, January 13, 2020, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

ADJOURNMENT

The meeting was adjourned at 10:54 a.m.



Kerry Abercrombie, Board Vice Chair



Linda Mann, Administrative Secretary